



Minutes
2012 Bond Project Advisory Team (PAT) Meeting
Northside High School

Meeting #: 45
LOCATION: Northside (Davis) High School
DATE / TIME: December 12, 2016 at 3:45pm
ATTENDEES: (those marked with a check were present)

<input checked="" type="checkbox"/>	Julissa A-Martinez	Principal	<input type="checkbox"/>	Cesar Martinez	HISD SSO
<input type="checkbox"/>	Sizwe Lewis	HISD	<input type="checkbox"/>	Victor Okoli	Asst.Principal
<input checked="" type="checkbox"/>	Machell Blackwell	Northside PTO	<input type="checkbox"/>	Sylvia Wood	HISD
<input type="checkbox"/>	Helen Spencer	HISD	<input type="checkbox"/>	Rebecca Reyna	GNMD
<input checked="" type="checkbox"/>	Carmen Nuncio	PAT	<input checked="" type="checkbox"/>	Emma Rivera	Student
<input checked="" type="checkbox"/>	Melissa	GNMD	<input type="checkbox"/>	Gloria Montemayor	Visitor
<input checked="" type="checkbox"/>	Louisa Meacham	HISD	<input checked="" type="checkbox"/>	John Paul Cortez	JDHS
<input type="checkbox"/>	Connie Esparza	PAT member	<input type="checkbox"/>	Diana DuCroz	COH
<input type="checkbox"/>	Claudia Garza	HISD	<input type="checkbox"/>	Mark French	IBI Group
<input checked="" type="checkbox"/>	Ariana Campos	TX Government	<input checked="" type="checkbox"/>	Arnaldo Hinojosa	Alumni
<input checked="" type="checkbox"/>	Chudi Abajue	IBI Group	<input type="checkbox"/>	Christopher Fields	Heery/HISD
<input checked="" type="checkbox"/>	Patrick Zadow	IBI Group	<input type="checkbox"/>	Mario Martinez	Alumni
<input type="checkbox"/>	Eric Ford	HISD	<input checked="" type="checkbox"/>	Holly Huffman	HISD
<input type="checkbox"/>	Daniel Bankhead	HISD	<input checked="" type="checkbox"/>	Rosemary Grant	Heery/HISD
<input type="checkbox"/>	Alex Rios	Alumni	<input checked="" type="checkbox"/>	Barclay Pittman	S & P
<input checked="" type="checkbox"/>	Gary Whittle	Heery/HISD	<input type="checkbox"/>	Terry Haugle	S & P

PURPOSE: Discuss 2012 Bond updates and issues.

AGENDA: (see attached)

DISCUSSION:

1. The Principal introduced Emma Rivera as the new student that will be transitioning into the PAT.
2. Tackaberry Street Abandonment:
 - A. Letters of No Objection from CenterPoint Energy are expected before year end with ATT's letters to follow.
 - B. JRC required cut/plug of storm / sanitary lines at intersections of Morris & Tackaberry Sts. and Quitman & Tackaberry Sts. will be coordinated with CMAR construction schedule.



- C. The addition of gates to prohibit thru traffic as part of JRC requirement will be installed before the parking lot is turned over for Northside's use.
3. Status of New Parking Lot:
 - A. Anticipated substantial completion will be met on December 21, 2016.
 - B. CenterPoint Energy has removed the remaining two (2) telephone poles.
4. Timeline update with the New Parking Lot and Campus Construction Schedule:
 - A. October 10, 2016 IBI Architects submitted plans for permitting to City of Houston
 - B. October 27, 2016 S&P subcontractors- pre-bid tour of school facilities
 - C. November 1, 2016 S&P received subcontractor prices
 - D. November 9, 2016 S&P submitted preliminary GMP to HISD – under review
 - E. November 29, 2016 S&P received subcontractor abatement proposals
 - F. December 2, 2016 S&P submitted GMP to HISD with abatement- under review
 - G. December 12, 2016 IBI Architects resubmitted plans for permitting to City of Houston
 - H. December 21, 2016 Parking Lot anticipated substantial completion.
 - I. December 28, 2016 S&P will begin project mobilization.
 - J. Early First Quarter, 2017 Start portable classroom building installation. 2nd Floor renovations begin concurrent with electrical in main communication rooms.
5. Phasing Meetings:
 - A. The phasing plan developed by the design team and CMAR will be the initial basis for the working plan.
 - B. The first area will be on the second floor, primarily the Library and adjacent classrooms. The finished classrooms will be occupied by two (2) permanent classes with the remainder being available for swing space to accommodate future phases of work.
 - C. The third floor in the 1920's building anticipates starting before the "Ides of March" (March 15th).
 - D. Alumni Museum contents will be stored in vacant ROTC classrooms for future relocation into the new community room.
 - E. Principal A-Martinez described the process of addressing storage needs during construction: e.g. Library books storage shelving are being distributed to classrooms.
 - F. R. Grant will forward the email from Nicole Barnett, Sr. Manager of HISD Warehouse Operations, about the separate process available to pick up surplus textbook items. Nicole's contact information: nware@houstonisd.org, 713-676-9292.
6. Temporary portable classroom building plans for City of Houston permitting are in process.
 - A. Placing offices in the portable building during the summer months was brought up and will be discussed further.
7. Principal Alcantar-Martinez has met with IBI – Interiors on the Furniture, Fixtures, & Equipment (FF&E) regarding the process for selecting classroom furniture and to review Phase I plan, as well as to provide feedback on Learning Center Furniture layouts. Manufacturer samples were received and are being tested for: teacher and student desks, computer desks, laminate tops, marker board panels, and lockable desk unit.
 - A. A discussion followed with Ms. Meacham questioning the function and durability of the products and that furniture colors would be coordinated with the selected interior colors. Arnie Hinojosa also expressed concern about the timelines and required deliveries.



- B. IBI is postponing the FF&E selections binder deliverable to HISD until furniture selections are closer to being finalized.
- 8. R. Grant discussed the moving process that would be paid by bond funds.
 - A. Five (5) moving companies have been vetted through Procurement. R. Grant will provide a scope of work for the proposals and conduct an on-site walk. Contractors will submit prices for final selection by Procurement.
 - B. Prior to each move, R. Grant will need to confirm the proposed personnel locations, shown on the working plans, are acceptable to Northside Admin. before providing the plan to the selected mover. This process will be a team effort between R. Grant and Northside Admin.
- 9. Principal Alcantar-Martinez identified a number of dates for testing that will need to be addressed by S&P during the construction process. R. Grant will forward these dates to S&P.
- 10. Barclay Pittman, Project Executive with S&P, the CMAR for the project, was introduced and discussed project details and advised that:
 - A. Construction is estimated to last twenty-two months.
 - B. He will offer general oversight at an executive level
 - C. S&P is pleased the GMP submitted is within budget.
- 11. A pre-construction meeting has been scheduled for Wednesday, December 14, 2016 with the A/E team, S&P personnel, HISD representatives, Principal Alcantar-Martinez and Asst. Principal Victor Okoli.
- 12. Community Meeting #3 is generally scheduled before groundbreaking ceremonies. H. Huffman described the third community meeting as an opportunity for the contractor to meet with the community and let them know what to expect during construction, including their timeline, hours of operation, and contact information should neighbors have concerns with trash or noise. The meeting also presents an opportunity for the contractor to review the company safety record and provide information outlining how they plan to keep the site safe for the community and students. This community meeting is usually followed by a ground breaking ceremony, which is scheduled once there is activity and equipment on the site.
 - A. H. Huffman and Principal Alcantar-Martinez need to confer with several HISD personnel prior to establishing firm dates for both events.

NEXT PAT MEETING: Monday, January 9, 2017 @ 3:45 p.m. Davis HS Library.

Please review the meeting minutes and submit any changes or corrections to the author. After five (5) calendar days, the minutes will be assumed to be accurate.

Sincerely,
Rosemary Grant
Project Manager
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